

To Councillors: J Aldridge (*Chairman*), A Baker, B Cummings, M Gemmell Smith, A Layland, M McArthur, S McGregor, V Parker, A Read (*Vice-Chairwoman*), M Stockdale, J Streets, B Todd.

Notice is hereby given of a **Planning and Transport Committee Meeting** to be held in Rickards Hall on 18 August 2025 at 7:30 pm. Members of the Committee are summoned to attend.

Members of the public are welcome to attend. If you wish to comment on an agenda item, it is helpful to contact the Town Clerk in advance of the Meeting.

Town Clerk
13 August 2025

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

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Meeting Papers & Report

1 **To Receive Apologies for Absence**

2 **Declaration of Interests or Predetermination, including interests not already registered**


Members of the District Council wish to state that although they will be considering planning applications at this meeting they would be reconsidering them at the district level, taking into account all relevant evidence and representations there.

3 **Public Questions and Statements**

Members of the public, and members with prejudicial interests on items on the Agenda, may make representations, answer, ask questions and give evidence at this meeting in respect of items on the Agenda. (This is the only opportunity for members of the public to make a contribution during the meeting.)

Both public and members are limited to three minutes per person to speak and the total time designated for public questions shall not exceed fifteen minutes unless directed by the Chairman of the meeting.

4 **To receive, approve and sign the minutes of the Planning and Transport Meeting held on 21 July 2025 (pages 2023-102/1-3).**

 Planning and Transport | 21 July 2025 v.1 - Minutes (Pages 2023-102/1-3)

5 **Matters Arising Not Covered Elsewhere**

6 **Planning Applications to Be Considered**

6.1 **25/01961/HOUSE - Roween Mill Hill Edenbridge TN8 5DQ**

Erection of detached garage/workshop. Extension of vehicular access. Associated hard and soft landscaping including fencing and gate.

 <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZECM4BKHQ100>

6.2 **25/01881/HOUSE - 2 Albion Way Edenbridge TN8 6JJ**

Loft conversion with dormer windows.

 <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYVQ2BBK0LO00>

6.3 **25/01498/FUL - Wilding Farm Spode Lane Cowden TN8 7HG**

Change of use of land to residential. Formation of new pond. Extension of patio. Soft landscaping.

 <https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SWXGM6BKGQ500>

7 **For Information**

7.1 **25/02055/WTCA - Edenbridge Fire Station High Street Edenbridge TN8 5AY**
G1) 11 no. Ash stems to be cut down to 2.5 meters to form part of the existing hedge. Lime trees - Limes to be crown lifted to clear the building circa 6 meters and overextended limbs to be cut back into the natural crown to give better amenity shape.
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZUHVHBK0LO00>

7.2 **25/00023/NEWDEV The Community Centre Farmstead Drive Edenbridge Kent TN8 6DX STREET NAMING & NUMBERING - SECTION 64 TOWN IMPROVEMENTS ACT 1847**

Confirmation of the new addressing for the above development. Please see details in the attached letter. Also attached are plans of the development for information only.

[Annex 1: ufm23_Notify_Interested_Parties.pdf](#)

[Annex 2: 2500023PLANS.pdf](#)

7.3 **25/02138/WTPO - Edenbridge Manor Care Home Mont St Aignan Way Edenbridge TN8 5FA**

Oak tree - crown reduction of 3-4 metres of the canopy

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T07HJ2BK0LO00>

7.4 **25/02216/WTPO - Land North East Of 10 Donington Park Close Edenbridge TN8 6DW**

T1 + T2 (both Oaks) - crown raise canopy to 5m from ground level to create a 1.5m clearance from garage buildings. Reduce canopy to the East by up to 1.5m to maintain canopy size over parking bays and all cuts to be below 100mm in diameter. Remove major deadwood, anything over 50mm in diameter.

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T0J3D8BK17D00>

7.5 **25/02085/DETAIL - Vet Clinic At The Bungalow Skinners Lane Edenbridge TN8 6LW**

Details pursuant to condition 4 (construction environmental management plan) of 23/02544/FUL

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZWE80BK0LO00>

7.6 **25/02151/DETAIL - Vet Clinic At The Bungalow Skinners Lane Edenbridge TN8 6LW**

Details pursuant to condition 5 (enhance biodiversity) of 23/02544/FUL

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T09EFWBK0UL00>

8 **Appeals**

8.1 **25/00027/RFLN Land East Of The Fire Station High Street Edenbridge Kent TN8 5AY**

<https://pa.sevenoaks.gov.uk/online-applications/appealDetails.do?activeTab=summary&keyVal=T0M5A2BK0MR00>

9 **SDC Planning Decisions**

9.1 **25/01478/TELNOT - Land East Of Warsop Trading Estate Hever Road Edenbridge TN8 5LD**

The proposed development consists of the installation of 1 x 20m high Hutchinson Engineering Phase 5 monopole, 3 x Commscope antennas, 1 x 0.6m transmission dish under the antenna, 1 x Wiltshire Cabinet, 1 x Weston Cabinet, 1 x MK5B Link AC cabinet, Other ancillary equipment and underground cabling.

Status: Decided

<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SWQ271BKGPB00>

- 9.2 **25/01529/CONVAR - Freeways Stick Hill Edenbridge TN8 5NL**
Variation of condition 2 (Approved drawings), 6 (Demolition of outbuildings) 23/02545/FUL to Demolition of existing outbuildings, subdivision of site and erection of single storey one bedroom dwelling including provision of subterranean basement, associated landscaping, parking and amenity space with amendment to alter the position of the dwelling within its plot. Update condition 6 to the new drawing number.
Status: Granted
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal= SX30L7BKGSR00>
- 9.3 **25/01374/HOUSE - Holcombe Main Road Edenbridge TN8 6JE**
Single storey rear extension with roof lantern, and partial garage conversion.
Status: Withdrawn
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SW9DVBKGI500>
- 9.4 **24/03104/FUL - Land South Of Marsh Green Road Marsh Green Edenbridge**
Change of use of land for dog walking
Status: Granted
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SN9E27BKKKI00>
- 9.5 **25/01208/HOUSE - Leydens Farm Lydens Lane Hever TN8 7EP**
Erection of pool building
Status: Granted
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SV8CPHBKG4000>
- 9.6 **24/01281/HOUSE - Roseneath 4 Spring Cottages Hilders Lane Edenbridge TN8 6JT**
Two storey side extension with a single storey rear extension.
Status: Granted
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SDJCIGBKGE00>
- 10 **Planning Applications Considered Outside of A Meeting**
- 10.1 **25/00077/FUL - New Barns Farm Greybury Lane Marsh Green TN8 5QP**
Demolition of five agricultural barns. Conversion of Dutch barn to single dwelling. Construction of four single dwellings (including amendment to previously granted new dwelling under 22/03413/FUL). Associated infrastructure and landscaping.
Recommendation: Members supported this application.
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SQ1E4JBKLJX00>
- 10.2 **25/01964/HOUSE - 9 Greshams Way Edenbridge TN8 5NY**
Demolition of timber canopy structure. Erection of single-storey side extension with canopy.
Recommendation: Members supported this application.
<https://pa.sevenoaks.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZECPBKHKQ700>

Other Planning Business

11.1 **Parish Bus Stop Shelter Grant 2025/2026**

Kent County Council is not statutorily obligated to provide bus shelters or associated grants, but they are pleased to launch a **Parish Bus Stop Shelter Grant (PBSSG)** for the 2025/2026 financial year.

The Grant scheme has been developed to provide financial support to Parish Councils for the refurbishment or replacement of bus shelters that are in poor condition. Where appropriate, funding may also be available for the installation of new bus stop shelters. Funding will be awarded through a bidding process, and successful applicants will be responsible for delivering the proposed shelters and their longer-term maintenance.

The Town Council is responsible for five bus shelters in the town:

Meadow Lane

High Street/Mill Hill (opposite Old Eden)

High Street/Mill Hill – east side

Mill Hill by the Hospital

Swan Lane (by the The Swan)

The application deadline is **31st October 2025**.

Please see attached guidance and application form.

 [Annex 3: PBSSG Procedure and Guidance.pdf](#)

 [Annex 4: PBSSG Application Form.pdf](#)

11.2 **Proposed Base Station Installation Upgrade at cs14027823 – Warsop Trading Estate, Hever Road, Edenbridge, Kent, TN8 5DJ (544976e, 145657n)**

There is a requirement to provide upgraded equipment in the Hever Road location to accommodate increased network demands, provide modern technologies and allow for continued consistent VodafoneThree coverage to be provided to the area.

The applicant has extended the deadline to receive Members' comments.

Please see attached.

 [Annex 5: CS14027823_VF_Cornerstone Planning Consultation Letter to Edenbridge Town Council -.pdf](#)

 [Annex 6: E313989_CTIL14027823_TEF_NA_VF_31050_24_GA_1A_LPA MAP.pdf](#)

Consultations

12.1 **The NHT Public Satisfaction Survey on Highways and Transport Services**

Kent County Council is taking part in the NHT Public Satisfaction Survey on highways and transport services. Whilst the main survey is being carried out by Ipsos, who are sending forms to a representative sample of households, they have also opted to take part in six web-based surveys on specific issues:

- Highway maintenance
- Accessibility

- Walking and cycling
- Public transport
- Road safety
- Tackling congestion

These surveys are publicly available online and will remain open until the end of February 2026.

They can be accessed via the link below:

🔗 https://letstalk.kent.gov.uk/nht-2025-26?utm_source=ehq_newsletter&utm_medium=email&utm_campaign=ehq-National-Highways-and-Transport-Survey-for-202526&utm_campaign=website&utm_medium=email&utm_source=ehq

12.2

Dormansland Neighbourhood Plan.

This public consultation is a requirement of Regulation 14, Neighbourhood Plans Legislation.

There will be a Public Consultation 18 July to 26 September 2025, and Public Meeting Saturday 1pm 19 July 2025 Dormansland War Memorial Community Hall Paper copies are available in Lingfield Library .

Email your comments to parishclerk@dormansland.org.uk. Put DNP in the subject line. Or post to PO Box 335, Lingfield RH7 6BP Please include your name and address in your comment submission, so that they can validate your contribution Your personal information will be kept safe until the Plan is made and then it will be destroyed

The consultation will open on the 18th July at 1pm and can be found on the website below:

🔗 <http://www.dormanslandplan.co.uk>

🔗 <https://arcg.is/1LjX50>

13

Delegated business

Council July meeting resolve delegated powers to Planning and Transportation Committee for July and August.

13.1

Settlement Spatial Plans (SSP): to consider potential for an SSP

Settlement Spatial Plans (SSPs) are strategic land-use planning documents designed to guide how areas are organised, developed, and managed within a defined geographic boundary. They can provide a valuable evidence base when responding to planning applications and engaging with the emerging Local Plan. In the future, should a Neighbourhood Plan (NHP) be pursued, an SSP could serve as a supporting document.

At the July 2025 Council meeting, Members considered the potential benefits of an SSP and approved the associated expenditure, subject to clarification of key questions and advice from Planning Consultant Alan Dyer. A delegated decision was given to the Planning Committee (August meeting) to proceed or defer.

Feedback from OHN/ONeill Homer (planning consultant company) and advice from Alan Dyer (Council's planning consultant) are summarised below.

Alan Dyer's View

Wait for Regulation 18 (3) Local Plan

- Alan recommends delaying any decision to commission an SSP until the Regulation

18 (3) consultation is published.

- The Local Plan is expected to set out proposed site allocations, growth areas, and infrastructure requirements. Commissioning an SSP before this may risk duplication.

Role of an SSP at This Stage

- SSPs are most useful early in the planning process to guide discussions before formal proposals emerge.
- At this stage, it may be premature or redundant to produce scenarios without knowing what Sevenoaks District Council (SDC) will propose.

Strategic Value

Despite current timing concerns, engaging a planning consultant could bring long-term value:

- In preparation for a Neighbourhood Plan.
- For contributing to the Regulation 19 consultation and public examination.

Any future NHP would need to address:

- Newly proposed sites,
- Site-specific development design,
- Infrastructure requirements,
- Community benefits and integration.

ONH Response – What an SSP Involves

Nature of the Work

ONH would produce the SSP using publicly available data, supplemented by local insights.

The plan includes:

- A settlement overview, constraints, and potential development sites (including HELAA sites)
- 3–4 spatial growth scenarios, each identifying a scale and pattern of housing growth, with associated infrastructure upgrades.

Timeline & Process

- Estimated duration: 6 weeks, depending on Council availability.

Key stages:

- Initial project meeting (inception),
- Responses to consultant queries,
- In-person roundtable to test scenarios.

Consultation

- No formal public consultation is included in the SSP process unless incorporated into a Neighbourhood Plan.
- Optional engagement with infrastructure providers and landowners is possible.

Validity and Use

While an SSP has no statutory status, it can:

- Influence Local Plan representations,
- Inform planning application responses,
- Support future Neighbourhood Plan development.

An SSP is designed to have a long shelf life (10+ years) by assessing long-term growth and infrastructure implications.

Note: ONH advises that the SSP would not weigh pros and cons or recommend a preferred scenario unless developed further within a Neighbourhood Plan framework.

Costings

- SSP: £4,950 + VAT.
- NHP Review: £3,950 + VAT – includes scoping existing work, policy direction, and a draft action plan.

Summary for Council Consideration

Pros of Proceeding Now:

- Provides an independent perspective on local growth and infrastructure needs.
- Could strengthen Council's position ahead of the Reg 18 (3) consultation.
- Useful foundation for a Neighbourhood Plan or further planning input.

Risks and Drawbacks:

- May duplicate elements of the forthcoming Local Plan.
- Uncertainty over site allocations makes forward planning speculative.
- Risk of misaligned timing with Regulation 18 priorities.

Options:

- Defer commissioning of the SSP until the Regulation 18 (3) consultation is published, and then review.
- In the interim, consider building a relationship with a planning consultant to support future NHP work and Regulation 19 preparations.

How do Members wish to proceed?

13.2

To receive an update on the Eden Valley Museum Lease negotiations and consider and approved the proposed Deed of Variation – new clause 52 **Background**

Following an extended period of negotiation, the Council and the Eden Valley Museum Trust (the "Museum") concluded a renewal of the lease for Church House, 72 High Street, Edenbridge. The renewed lease was duly agreed and signed by both parties in June 2025.

Subsequent to the lease signing, the Museum sought independent legal advice in its capacity as a Charitable Incorporated Organisation (CIO). This advice identified a compliance issue regarding statutory obligations under the Charities Act 2011, which necessitated the inclusion of an additional clause in the lease to reflect legal requirements for charities holding an interest in land.

Deed of Variation and Clause 52

On the basis of the advice received, the Museum approached the Council's solicitor with a request for a variation to the signed lease. After legal consultation, the Council's solicitor

drafted a *Deed of Variation* to formally insert a new clause - Clause 52 - into the lease.

Clause 52 (as drafted):

“The land demised by this Lease will as a result of this Lease be held by the Tenant, a non-exempt charity, and the restrictions on disposition imposed by sections 117-121 of the Charities Act 2011 will apply to the Property (subject to section 117(3) of that Act).”

This clause ensures that the Museum, as a CIO, is legally compliant with its duties under the Charities Act when disposing of any interest in the leased land (e.g. assigning the lease or subletting).

Clarifications and Legal Interpretation

The Town Clerk and the Council's Lease Negotiation Group sought clarification from the solicitor regarding the implications of Clause 52. Key points addressed by the solicitor (Wilkin Chapman Rollits) included:

- **No Transfer of Freehold Ownership:** The inclusion of Clause 52 does *not* transfer or imply ownership of the freehold by the Museum. The Town Council retains full ownership of the building and land.
- **Interest Limited to Leasehold Rights:** The clause refers solely to the Museum's *leasehold* interest - i.e., the right to occupy under the lease - not to any ownership of the building or land.
- **No New Rights Created:** The clause does not confer any additional rights to the Museum beyond what was already agreed in the lease. It simply acknowledges that charity-specific disposal restrictions apply to the leasehold interest they hold.

Governance Considerations

The Council's Lease Negotiation Group has reviewed the proposed variation. However, due to governance concerns - particularly the presence of dual-hatted members who are also Museum trustees - the group has chosen *not* to confirm the variation. To mitigate any potential conflicts of interest and to ensure transparent decision-making, the matter is therefore being referred to the Council's delegated Committee for consideration over the summer period.

Should the Committee be unable to reach a decision, the matter will be escalated for full Council determination in September.

Recommendation

Members of the Committee are asked to:

- **Note** the update on the lease negotiations.
- **Review and consider** the proposed *Deed of Variation* incorporating Clause 52.
- **Approve or decline** the execution of the Deed of Variation.

How do Members want to proceed?

 Confidential Annex 7 (omitted from public documents):

14 **Press Release**

15 **Date of Next Meeting 1st September 2025**